

SMALL BUSINESS COMMISSION
DRAFT MEETING MINUTES

Monday, March 28, 2022, 4:30 P.M.
City Hall, Room 400, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102

SMALL BUSINESS COMMISSIONERS

Sharky Laguana, President
Miriam Zouzounis, Vice-President;
Lawanda Dickerson; Cynthia Huie; William Ortiz-Cartagena, Tiffany Carter

1. Call to order and roll call

Present: Laguana, Zouzounis, Carter, Dickerson, Huie
Excused absence: Ortiz-Cartagena
President Laguana read the land acknowledgement
Meeting called to order at 4:30pm

2. Presentation on Shared Spaces (Discussion Item)

Robin Abad, Planning Dept, and his team Gregory Slocumb (DPW), Ben Van Houten (OEWD), Chad Law (SFFD), Maggie Weiland, and Monica Munowitch (MTA) gave an updated timeline for the program and reviewed grants available to businesses. Fees and fines will not be assessed until April 2023. The team is working to address longstanding design issues such as first responder access and ADA compliance. Permit applications for the permanent, legislated program will be due Nov. 1, 2022. There is a waiver to support low income applicants cover fees.

Zouzounis: what grants are available? What about businesses that are negatively impacted currently? ABE/first responder access grants are open and close on April 30. SF Shines grants also available. Robin explained that the BOS passed an updated program that includes notification.

Huie: When the program becomes permanent, what happens for businesses who are crunched between parklets and are adversely affected? The codified program will have public posting, neighbor notification and consent as part of the new permit.

Huie: Outreach? Robin: they are going to commissions, merchant groups, hosting webinars, in-language outreach.

Huie: it would be great to have a universal grant app so businesses didn't have to do each one separately. Do the grants require professional architectural drawings? Robin: the ABE/ADA/fire access grant is reimbursement based so business owners provide estimates upon applying.

Carter: how many parking spaces will be permitted per business? Up to 2

Lawanda: Can you give specifics on what clear vision means for materials to be fire dept. Approved?

Robin/Fire Chief Law: it's up to the owner but needs to be clear line of sight.

Laguana: could you include examples of what businesses have used that has worked? Not required materials? Robin: they'll consider including examples of existing parklets.

Tang: What's the direction for brand new parklets? Robin: the pandemic program is still live and an application for the permanent program is Nov. 2022.

Tang: Are there caps on how many shared spaces are allowed? Robin: it's dependent on the streetscape and carrying capacity. SFMTA survey corridors and looked at the curb management balance.

Tang: how will businesses know what they need to address if they don't fall into the immediate concern categories? Robin: Now through the end of the calendar year they will be contacted.

Huie: how will businesses offset any loss of loading areas? Robin: that's part of the SFMTA surveys and curb management strategies. Businesses will get a bill of health via email and paper prior to november.

No members of the public requested to speak.

3. Presentation on ConnectSF – SF Transportation Plan and Transportation Element (Discussion Item)

Tam Tran, SF Planning Department and Aliza Paz, SF County Transportation Authority

Reviewed the Transportation Element of the General Plan and the SF Transportation Plan. Both projects are part of ConnectSF, which is San Francisco's long range transportation plan.

Zouzounis: what can small businesses expect from outreach? Aliza: each planning process is done differently according to agency.

Zouzounis: where does racial equity fit alongside transportation mode shifts?

Huie: How do we build trust with small businesses to ensure that projects are temporary? Aliza/Tam: outreach is very important. So is accountability.

Huie: in the survey about these plans, are there details about each type of investment? They all sound good.

Carter: are you assessing and reassessing bike lanes that aren't in use? Tam: that's a question for colleagues.

Tang: How do you adjust course on projects/plans? Tam: project teams need to be tracking changes.

Laguana: Here are some lessons from past SFMTA budget work: big budgets have interdependency, not all dollars are equal, and it's helpful to know if there are fed. Matching funds. Technology to exemplify the tradeoffs would be ideal.

No members of the public requested to speak.

4. Approval of Draft Meeting Minutes (Discussion and Action Item)

Motion: Laguana 2nd: Dickerson

Ayes: Laguana, Carter, Dickerson, Huie, Zouzounis absent: Ortiz-Cartagena

5. General Public Comment (Discussion Item)

No members of the public requested to speak.

6. Director's Report (Discussion Item)

- 2 new staff at Permit Center
- Grant programs: SF Shines launches April 1st, OSB ADA/CASp launches April 1st, state microbusiness grant via MEDA coming in May
- Small business week

Huie: tour of permit service center was really informative.

7. Commissioner Discussion and New Business (Discussion Item)

Zouzounis: Urban Alchemy – how does a small business request their assistance? Do we have outstanding items on the new business list from last year?

Laguana: is there a strategic plan in the works? Retreat?

8. Adjournment

Meeting adjourned at 6:50pm